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General Sideboards for all work groups assigned to implement redesign recommendations

- WMPR team recommends Implementation Worksheet and general Work Group membership to WaMT.
- WaMT approves Work Group.
- The Work Group's primary contact is the team sponsor (either a WaMT member or a member of the WMPR team).
- WaMT provides the general direction for Work Group activities and is responsible for ensuring implementation occurs timely and within sideboards.
- WaMT is responsible for reporting performance measures on redesign implementation to the AWMT, quarterly

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Implementation Activity Worksheet

Theme: Information Technology

Activity: APPROVALS on the WEB - Allow access to solid waste plan approvals through the Internet

Charge:

- Place all solid waste plan approvals on the web, without consolidation.
- Determine the technical steps necessary to allow access to solid waste plan approvals through the Intranet.
- Move applications to Internet when technically feasible.
- Include external partners in the planning and design of this site.
- Prepare fiscal report for implementation and maintenance of solid waste plan approvals on the Web.
- Secure appropriate approvals to allow placement of solid waste plan approvals on the Internet (BTS).
- Implement action plan and place solid waste plan approvals on the web for internal access by July 1, 2006.
- Implement action plan and place solid waste plan approvals on the web for external access by July 1, 2007.

Sideboards:

- Ensure that addition of program approvals will meet State and Department web standards.
- Operate within Program budget constraints.
- Develop procedures to ensure that the web site is maintained on a regular basis (monthly preferred, but quarterly at a minimum).
- Determine how customers will be notified of the increased availability of this database.
- Include externals in all phases of this project.
- Set up mechanisms to assist customers who have access or other questions.

How to get the job done-person or workgroup-leadership:

- Program Services Section will have the lead in implementing this project.
- Assigned to IT specialist for implementation.
- Periodic progress reports presented to Bureau Director and WaMT.

Necessary steps:

- Program Services Section Chief will develop.

Timeline:

- Project directed to the Program Services Section by July 1, 2005.
- Implementation plan and necessary approvals in-place by December 31, 2005.

Skillsets:

➢ Supervisory oversight.
➢ IT technical expertise.

Resource needs (hours/FTES and $):

➢ To be developed by Program Services Section Chief and assigned staff member.

Dependencies- other programs, etc.

➢ None evident.